

Judicial Administration Committee
Judicial Conference of Indiana

Minutes
May 14, 2010

The Judicial Administration Committee of the Judicial Conference of Indiana met at the Indiana Judicial Center on Friday, May 14, 2010 from 10:00 a.m. – 2:30 p.m.

1. Members present. Thomas J. Alevizos, Roland W. Chamblee, W. Timothy Crowley, Bruce C. Embrey, Stanley A. Levine, Judge Carol J. Orbison, and Judge Thomas P. Stefaniak, Chair.
2. Staff present. Jeffrey Bercovitz, Indiana Judicial Center; James Diller, Court Analyst; Angela James, Court Analyst; Jeff Wiese, Staff Attorney; and James Walker, Director of Trial Court Management; all from the Division of State Court Administration provided the committee with staff assistance.
3. Guest present. Larry Grau, The Grau Group, Inc., was also present.
4. Minutes approved. The minutes for the committee on February 12, 2010 were approved.
5. Weighted caseload measures.
 - a. Larry Grau presented an estimate to the committee to conduct a judicial weighted caseload update study. It would take about eighteen (18) months.
 - b. Committee members agreed Capital Murder and Life Without Parole cases should be added to the study.
 - c. Members of the committee agreed fewer Murder, Class A, Class B, Class C and Class D felony cases need to be reviewed since the 2009 study was conducted so recently.
 - d. Committee members agreed Infractions and Ordinance Violations cases should be reviewed as are other case types. Some oversampling of case files for audits may be needed to find cases where judicial action occurred.
 - e. Members of the committee agreed to look at collecting information for small claims cases divided into two categories: (1) small claims collection cases, in which are typically filed in large batches, and (2) other small claims cases including landlord-tenant, and other non-collection small claims cases.
 - f. Committee members agreed to collect times for property tax sales which only receive on MI case number. The case later, after the time for redemption many months later, may be subdivided into other “sub” cases. However, the judge only gets one case number.
 - g. Larry Grau proposed looking at non-case related activity, quality management reviews, a survey of time adequacy, and a court culture assessment. The committee members expressed interest in a court culture assessment, which might explain the variation in times it takes different courts to conduct the same activity.

- h. Committee members agreed to conduct the time sheet portion of the weighted caseload study in October, but gather additional times if needed during a different portion of the year.
6. Court Reform Grant.
- a. Jeffrey Bercovitz distributed a draft court reform grant application for review by the committee.
- b. James Walker explained if the grant is awarded, the Indiana Judicial Center would receive the invoice for the particular service, pay for the service, and then get reimbursement from the Division of State Court Administration.
- c. Committee members agreed the grant should be structured to provide a bump in pay to The Grau Group, Inc., when the following four (4) milestones are met: (1) planning from June 2010 through September 2010; (2) Data collection and entry from October 2010 through May 2011; (3) Data analysis, including production of findings, results and preliminary recommendations from May 2011 through September 2011; and (4) reporting and presenting the outcomes will occur from September 2011 through December 2011.
- d. It was moved by Judge Levine, subject to research on the need for bids on this project by Jeffrey Bercovitz, staff attorney of the committee, to approve the draft grant request as submitted, with edits from today's meeting. Judge Chamblee seconded the motion. The motion was passed.
7. Resolution of weighted caseload disputes. Members of the committee discussed the resolution of weighted caseload disputes within a county. Suggestions to resolve these disputes included (a) submitting them to the Judicial Administration Committee for review, (b) have a senior judge investigate the dispute and report back to the committee, (c) have a senior judge investigate the dispute and make findings for the Division of State Court Administration. In addition, the committee agreed a procedure for dispute resolution should be developed and notice should be given to all judges of any new procedure adopted.
8. Next meeting. Members of the committee agreed to meet again on Friday, June 11, July 9, August 13, and October 15, 2010 from 10:00 a.m. - 4:00 p.m. at the Indiana Judicial Center.

Respectfully submitted,

Jeffrey Bercovitz, Director
Juvenile and Family Law